Instructions: Phone Tree #: When you want to get the word out about a vigil or meeting, simply call the person in box one. That person should follow the arrows & call the people in boxes 2 and 3, and so on down the line. Make sure that everyone either has a copy of the phone tree, or knows the name and phone number of the people they are responsible for contacting. Make copies of this blank form so that you can expand your phone tree. As vigil leader, you should always be responsible for calling the person in box one. Name Phone number 2) 3) Name Name Phone number Phone number 4) 5) 7) 6) Name Name Name Name Phone number Phone number Phone number Phone number 8) 9) 10) 11) Name Name Name Name Phone number Phone number Phone number Phone number 12) 13) 14) 15) Name Name Name Name Phone number Phone number Phone number Phone number